

HUMAN RESOURCE OFFICE  
THE ADJUTANT GENERAL OF VIRGINIA  
BUILDING 316, FORT PICKETT  
BLACKSTONE, VA 23824-6316

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**NATIONWIDE ARMY/AIR AGR VACANCY ANNOUNCEMENT**

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**ANNOUNCEMENT NUMBER:** 61-04                      **POSITION TITLE:** JAG

**GRADES:** 0-4/0-5                      **DMOS/AFSC:** 55A, 51J3/4

**FEMALE ASSIGNMENT ELIGIBILITY:** Yes

**UNIT:** Joint Force Headquarters-Virginia

**Location:** Ft. Pickett, Blackstone, VA

**OPENING DATE:** 17 September 2004              **CLOSING DATE:** 1 November 2004

**POC FOR ADDITIONAL INFORMATION:** SSG Sheryl Scott, (434) 298-6330, or DSN 438-6330 or e-mail to Mrs Brenda Ralls at [brenda.ralls@va.ngb.army.mil](mailto:brenda.ralls@va.ngb.army.mil)

**QUALIFICATIONS FOR ENTRY IN THE AGR PROGRAM:**

**MEMBERSHIP:** When applying for an AGR position on full-time National Guard duty (FTNGD) under State control, must be a federally recognized ARNGUS soldier. Appointment, or enlistment, must be completed prior to reporting to an initial AGR entry point.

**PHYSICAL AND MEDICAL:** Must be medically certified as drug free, be tested negative for human immunodeficiency virus (HIV), and not be pregnant, per AR 40-501 and AR 600-110. Must meet the body composition standards prescribed in AR 600-9. Must meet the medical fitness standards for retention per AR 40-501, chapter 3.

**MILITARY EDUCATION:** If an officer in the grade of Lieutenant or captain, with less than 5 years time in grade must have completed an officer basic course. Captain, with at least 5 years time in grade, must have completed an officer advanced course. Major, with at least 5 years time in grade, must have completed at least 50 percent of the Army Command and General Staff Officers course (CGSOC), or its equivalent.

**YEARS OF SERVICE:** Must be able to complete a 3-year initial tour of AD or FTNGD prior to completing 18 years of AS. The date of mandatory removal from an active status based on age, or service (without an extensions), under any provisions of law or regulation.

**GRADE AND SPECIALTY:** If an officer, must possess the grade equal to or below that authorized for the AGR duty position. Must possess the military occupational specialty (MOS) area of concentration (AOC) commensurate with the AGR duty position.

**ADMINISTRATIVE REQUIREMENT:** Must sign an appropriate certificate of agreement and understanding relative to service on AGR status.

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**BRIEF DESCRIPTION OF DUTIES AND RESPONSIBILITIES:** The purpose of the position is to provide full-time professional legal support to the State Adjutant General, staff elements and subordinate units of the Army and Air National Guard of the State, as well as to the USPFO for the State. Responsible for the effective management and accomplishment of the day to day legal workload necessary to provide legal services and support to the Adjutant General, staff elements of both the Army and Air National Guard and subordinate units, as well as the United States Property and Fiscal Officer for the State and his staff. Provides professional legal advice and opinions, both written and oral, on issues arising from federal laws and regulations or concerning the federal mission of the National Guard. Serves as litigation point of contact for the State. Prepares litigation reports, briefs, pleadings and other papers associated with civil litigation involving the National Guard. Upon designation by the U.S. Department of Justice, or, in appropriate cases, when designated by the Office of Legal Advisor, National Guard Bureau, may appear as counsel for the National Guard or National Guard officials or employees in civil litigation. Acts as State Adjutant General's representative in third-party proceedings under the Federal Labor-Management Relations Statute. Reviews technician collective bargaining agreements for legal sufficiency. Upon designation by the State Adjutant General, may participate in collective bargaining as a member of the management negotiating team. Upon designation by the State Adjutant General, participates as Staff Judge Advocate to the Convening Authority in State National Guard courts-martial and as legal advisor or counsel in administrative board proceedings. Reviews Reports of Survey, Line of Duty determinations and similar administrative proceedings for legal sufficiency. Reviews contracts, procurement actions and real property matters involving federal funds for legal sufficiency. Performs other duties as assigned.

**WHO MAY APPLY:** Open to all AGR/Military Technicians/Traditional Officers in grades 0-4/0-5, who are members or able to become member of the Virginia Army National Guard. Must be qualified in the following MOS: 55A (Army) or 51J3/4 (Air).

**NOTE:** OFFICERS NOT CURRENTLY AGR AND NOT QUALIFIED MAY APPLY FOR THIS POSITION. HOWEVER, IF SELECTED AND NOT QUALIFIED, OFFICER WILL NOT BE APPOINTED IN THE AGR PROGRAM UNTIL QUALIFIED.

**QUALIFICATIONS FOR SUBSEQUENT DUTY IN THE AGR PROGRAM:** (This applies to current on-board Virginia AGR officers only.)

1. Must possess the grade equal to, or below, that authorized for the AGR duty position as described on the announcement.
2. Must possess or be able to gain within 12 months, the specialty required for the AGR duty position- 55A, 51J3/4

**Required documents:** Applicants must submit the following documents:

1. NGB Form 34-1 (Army/Air) (**signed and dated**)
2. Copy of current physical (DD 2808/2807-1 w/in the last 5 years)

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3. Documentation to support all periods of duty/service creditable for retirement. Any of the following may be used **DD Form 214 or DA 1506 or NGB Forms 23A** (Army/Air)
4. **Certified** copy of DA Form 2-1 (Army), or RIP (Air)
5. Last five (5) OERs. (Army)
6. Copies of last five (5) Officer Performance Reports (OPR) (Air)
7. Retirement Point Accounting Management (RPAM) (Army)
8. DA Form 705 (APFT Card) (Army)
9. AF Form 526 (Point Credit Summary) (Air)
10. DA Photograph in Class A uniform (taken within the last 12 months)
11. Any additional information the applicant may wish to submit for consideration.

**Length of Tour (Army):** Three (3) years subject to program continuance; members successfully completing initial tour will be afforded priority for tour extension, after completing initial tour. Selected individual will be required to remain in this position for 3 years.

**Length of Tour (Air):** Length of initial tour may not exceed six (6) years.

**SECURITY CLEARANCE:** Position requires a "SECRET" security clearance. Must be able to obtain as a minimum, an "interim" clearance **prior to appointment** to the position. If tentatively selected for a position and soldier cannot be granted an interim clearance prior to appointment to the position, and a waiver is not approved, the offer for the position may be revoked.

**QUALIFICATION REQUIREMENTS:** Must meet all selection criteria IAW NGR 601-1, 600-200, 600-5, 600-10 and AR 135-18, or ANG 36-101.

**SPECIAL INFORMATION:** Incomplete applications submitted for this vacancy announcement will not be considered. Applicants are responsible for maintaining current information on their application. Failure to provide current information may result in non-referral for consideration.

**REMARKS:** Submit applications to this HQ, ATTN: VAHR-M, Building 316, Ft Pickett, Blackstone, Virginia 23824-6316, NLT close of business on 1 November 2004. Do not submit application packets in notebooks, folders, document protectors or with any other form of binding. **No faxed applications will be accepted.**

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A complete listing of all current Virginia National Guard AGR Employment Opportunity Announcements is available at [www.varich.ang.af.mil](http://www.varich.ang.af.mil)\_(Click on Job Announcements).

FOR THE ADJUTANT GENERAL:

//signed//  
DAVID A. ARCHER  
COL, AD, VaARNG  
Human Resource Officer